

PA WING HEADQUARTERS  
CIVIL AIR PATROL  
*United States Air Force Auxiliary*  
Building 3-108  
Fort Indiantown Gap  
Annville, PA 17003

Supplement 1  
CAPR 62-2  
20 FEB 2003

### Mishap Reporting and Investigation

CAPR 62-2 dated 08 NOV 2002 is supplemented as follows:

Accident/Incident reporting procedures.

1. All accidents or incidents will immediately be reported to:

a. PAWG Commander, Fredric K. Weiss on his cell phone 215-313-4536, if no answer call PAWG Headquarters 717-861-2335.

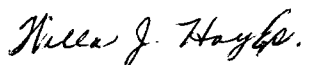
b. PAWG Director of Safety, Lt Col Raymond W. Whetstine 814-237-3933 Home and Business. If no answer leave message on answering service and push #911 before hanging up to have call relayed to his cell phone and pager automatically. E=Mail R.Whetstine@Verizon.net FAX 24 hour operation 814-235-2293.

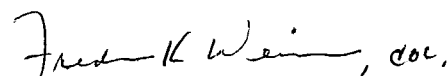
2. If applicable, CAPF 78 must be submitted to Director of Safety within 48 hours as per instructions CAPR 62-2. HAND WRITTEN FORMS WILL NOT BE ACCEPTED. It is highly recommended that interactive forms from National Headquarters or PAWG web site be used and sent as an e-mail attachment as this will greatly simplify the processing. The signature on the bottom of the form is not possible or necessary for this procedure but a signed copy must remain in the unit file.

3. NER requires that each reportable accident/incident is followed up with a CAPF 79 so it will arrive at National Headquarters within 35 days of the accident or incident. ONLY THE WING COMMANDER WILL DECIDE WHO WILL COMPLETE THE CAPF 79. THE COMPLETED FORM MUST BE FORWARDED TO AND SIGNED BY THE WING COMMANDER BEFORE IT IS APPROVED BY THE REGION COMMANDER AND FORWARDED TO NATIONAL HEADQUARTERS. Again we recommend interactive forms be used to expedite the process.

REMEMBER -- SAFETY IS NO ACCIDENT

OFFICIAL:

  
WILLA J. HAYES  
Lt Colonel, CAP  
Director of Administration

  
FREDRIC K. WEISS  
Colonel, CAP  
Commander

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OPR: DOR  
Distribution in accordance with CAPR 5-4